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24 February 1954

MEMORANDUM FOR: Acting Deputy Director (Administration)
Assistant Director for Personnel

SUBJECT: Report of Cases of Mental Illness.

1. Within the past few months several cases have either come to or been called to my attention involving the mental health of Agency employees. The severity of two of these cases has been particularly noticeable, from a point-of-view of protection of the Agency's interests.

2. Considering the potential monetary and security liability that can accrue to the Agency because of certain type cases of mental illness, I believe it in order to establish a mechanism which will bring to the attention of DCI, on a monthly basis, the prevalence and nature of those cases requiring initial suspension from duty and/or hospitalization. Final disposition of the cases will eventually be reported, it is assumed, by the Psychiatric Screening Board now in process of development.

3. Accordingly, I would appreciate receiving, for forwarding to the Director, a report by the tenth working day subsequent to the reporting period which will give the pertinent details on any cases involving mental health. The preparation of such a report would appear to be an immediate responsibility of the Medical Staff. In addition to a brief description of the nature of the illness, and a prognosis if possible, it is desired that the Security Office make comment on the sensitiveness of the position held by the individual and, if appropriate, the Personnel Office add any comment of an administrative nature, to include an indication of Agency liability if known.

4. In the absence of any cases, negative reports are requested.

/s/
Lyman B. Kirkpatrick
Inspector General